

SECTION 7.0 ANSWERS

7.1 Overview

There are two menus for Answers under the Initial Pleadings and Service menu. These are:

- c Answers to Complaints
- c Other Answers

See [Appendix A](#) for a complete list of available events for each of these menus.

7.2 Answers to Complaints

This menu is used to post only the first answer by a defendant to the complaint. The user will see the following warning message when attempting to file subsequent answers by the same defendant to the same complaint:

An answer for this party was previously filed. If this submission is an amended / subsequent answer for this party, select the appropriate event under Initial Pleadings and Service / Other Answers.

(a) Case, Attorney, Party Filer and Link Party Filer Screens

This sequencing of screens is unique to Answers to Complaints wherein the user will not see a drop down list for types of answers to complaints. Like the Orders on Motions events, the answer to complaint types are dependent upon the type of complaint filed. Select the case number, attorney, party filer and link party filer as demonstrated in [Section 5.2 Posting Documents](#). See also [Section 4.3 and 4](#) for adding new attorneys and parties.

(b) Unanswered Complaint Screen

Check the box next to each unanswered complaint being answered by this filing. The next screen will be the .pdf file upload screen. See [Section 5.2\(g\)-\(k\)](#).

(c) Additional Effects Screen

This screen will collect information about any third party complaints. Checking this box will invoke additional screens to add the third party defendant(s). The user must select the filed against party.

(d) Jury Demand

Users will be reminded to update jury demand information.

(e) Answers to Habeas Petitions and Social Security Complaints

Answers to Habeas Petitions and Social Security Complaints are to be linked back to the petition or complaint. See [Section 6.3\(c\)](#) on related document screens.

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(f) **Final Posting Screens**

See [Section 5.2\(k\)](#).

7.3 Other Answers

This menu contains the events for Answers and Responses to non-motion events. A user must select from this menu for subsequent answers by the same defendant to the Complaint. See [Appendix A](#) for the complete list of available events.